

# **DELEGATION OF CLASSIFICATION AUTHORITY**

***“A NEW APPROACH”***

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# PURPOSE

## PART I

- TRADOC-wide delegation of classification authority

## PART II

- HQ implementation plan

## SUMMARY

# BACKGROUND

- Classification and Budget  
Authority delegated in 1990 under  
Manage Civilian to Budget
- Implemented at most TRADOC  
installations
- CPO/CPAC provides advisory  
classification decision

# **DELEGATION OF CLASSIFICATION AUTHORITY (DCA)**

- ✓ Rescinds Managing Civilians to Budget (MCB)
- ✓ Delegates authority through chain of command
- ✓ Simplify classification process
- ✓ No requirement for advisory

# POLICY AND GUIDANCE ON DELEGATION



OASA(M&RA) Guidance for Delegation of  
Position Classification Authority (draft)

✓ Delegate through supervisory chain

**OR**

To CPOC

✓ No classifiers in CPAC

# **POLICY AND GUIDANCE ON DELEGATION (DCA)**

## TRADOC policy

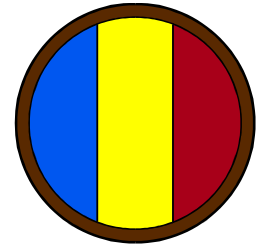
- ✓ Delegate to management
  - ... No lower than directorate level
- ✓ Training mandatory
- ✓ Local procedures to resolve alignment issues
- ✓ Accountability

# RESPONSIBILITIES



- ASA(M&RA)
  - ✓ Army-wide policy and guidance
  - ✓ Program evaluation and assessment
    - Classification program trends
    - Attainment of Army objectives (90% accuracy)
    - MACOM/FOA accountability measures

# RESPONSIBILITIES



- MACOM/FOA
  - ✓ Implement DCA
  - ✓ Present DCA training
  - ✓ Establish accountability measures
  - ✓ Monitor program indicators
  - ✓ Implement corrective measures if needed



# RESPONSIBILITIES

## INSTALLATION COMMANDER

- ✓ Delegate and exercise position classification authority
- ✓ Implement accountability measures
- ✓ Take corrective action if authorities are abused
- ✓ Train managers and supervisors
- ✓ Meet labor organizations obligations

# RESPONSIBILITIES

## MANAGERS AND SUPERVISORS

- ✓ Attend required training
- ✓ Exercise authority consistent with policy and regulations
- ✓ Contact CPOC for technical information
- ✓ Use automation tools



# RESPONSIBILITIES

## CPAC

- Advise on:
  - ✓ PD format
  - ✓ Appropriate classification standards
  - ✓ Use of automation tools
  - ✓ Reorganization Planning
  - ✓ Position Management
  - ✓ Classification Appeal Procedures
  - ✓ Alignment, High Grade, etc.



# RESPONSIBILITIES

- CPOC Classifiers:
  - ✓ Advise on standards interpretation
  - ✓ Provide classification advisories, as requested
  - ✓ Conduct position audits when requested or needed (phone, e-mail, FAX, TDY)



# HQ TRADOC IMPLEMENTATION PLAN

- Delegated through supervisory chain
  - No lower than Directorate or Special Staff level
- HQ TRADOC Civilian Personnel Management Policy memorandum, dated 26 May 97 still valid
- Elevate classification disagreements one level in chain-of-command to
- Elevate precedent setting actions to CofS

# HQ TRADOC IMPLEMENTATION PLAN

- Mandatory Training Prior to Delegation (Nov/Dec)
  - ✓ General Officer
    - Executive Briefing (15—(30 minutes) minutes)
  - ✓ Director (2 hours)
    - Briefing on philosophy
    - Demo automation tools
  - ✓ Director or designee
    - In-depth classification training (8 hours)

- Delegation Letter issued after

# SUMMARY

## **TODAY:**

CofS approve HQ Implementation Plan

## **FUTURE:**

- CofS approve and sign HQ Policy memo
- CofS approve and sign DCA memo
  - DCSs redelegate through ADCS to Directors

# BRIEFING RESULTS

- ✓ CofS briefing conducted 11/7
- ✓ CofS directed that GO training be expanded to 30 minutes
- ✓ CofS directed that he will resolve classification differences between CPOC and management
- ✓ Preceding charts have been annotated to reflect these decisions